Google docs- Google Docs is a free, Web-based office suite, and data storage service offered by Google. It allows users to create and edit documents online while collaborating in real-time with other users.

1. Online Spreadsheet A spreadsheet document that many people can look at and edit
2. Presentations Showing 1 or more people something
3. Word processor Used for the production including composition, editing, formatting, and possibly printing
4. Drawing application Drawing with 1 or more people over Google
5. Form Creator Web forms with your friends
6. Documents Making documents with friends over Google

With Google documents you can share with friends and edit with them, which you can’t over Microsoft Word

You can learn from other people’s views easier